



(A State University Established under Haryana Act No. 29 of 2013)  
Recognized u/s 12-B & 2(f) of UGC Act, 1956

No. IGU/ENTS-III/2025/ 8130-8150

Dated 05.09.2025

To

1. The Registrars, all the State Universities of Haryana
2. Engineer-in-Chief, Public Works Department (B&R), Haryana
3. Director General Health Department, Haryana

Subject: Inviting applications for filling up Non-Teaching posts on Deputation Basis.

Sir/Madam,

It is to inform you that the University is going to fill up the following non-teaching posts on deputation basis from the Centre/State Government, Undertaking/ Institutions/ Departments for a period of one year extendable further from time to time or till regular appointments are made, whichever is earlier:

Sl. No.	Name of Posts	No. of Posts	Pay Level	Qualifications
1	Librarian	01	Acad. Pay Level-14	As per Annexure-A
2	Executive Engineer	01	FPL-11	
3	Medical Officer (Male)	01	EPL-09	The candidates who are presently working on analogous post on regular basis may apply for the said post.
4	Programmer	01	EPL-09	
5	Staff Nurse	01	FPL-06	As per Annexure-A

Interested employees who are willing to join on deputation basis in the University may apply through proper channel on prescribed application form (copy enclosed). The application form must reach in the office of the Registrar, Indira Gandhi University, Meerpur, Rewari-122502 on or before 06.10.2025 alongwith No Objection Certificate from the employer. Further, it is also requested to certify that no disciplinary action/criminal proceedings are pending against the official/officer. The application form received alongwith No Objection Certificate from the employer will only be considered. The University has the right to withdraw this offer without assigning any reason.

You are, therefore, requested to circulate this letter amongst your employees for information and forwarding the application of interested employees to the Registrar, Indira Gandhi University, Meerpur, Rewari-122502 on or before 06.10.2025.

The positive response from your end will be highly appreciate in this regard.

DA: As above.

Enclst. No. IGU/ENTS-III/2025/ 8151-8152

Dy. Registrar (Estt)

For Registrar

Dated 05.09.2025

- A copy of the above is forwarded to the following for information and necessary action:
1. A.R., O/o Vice-Chancellor (for kind information of the Hon'ble Vice-Chancellor), IGU, Meerpur, Rewari.
  2. PA to Registrar (for kind information of the Registrar), IGU, Meerpur, Rewari.

Dy. Registrar (Estt)



Advertisement No. 04/2025

Dated: 05.09.2025

**REQUIREMENT OF LIBRARIAN, EXECUTIVE ENGINEER, MEDICAL OFFICER (MALE),  
PROGRAMMER & STAFF NURSE ON DEPUTATION BASIS/CONTRACTUAL BASIS**

Sr. No.	Name of Posts	Level & Group	No. of Posts & Category	Requirements
1.	Librarian	Acad. Pay Level - 14	01 UR	Applications are invited from the eligible employees working in Centre/State Government Undertaking/ Institutions/ Departments on deputation basis on usual terms and conditions initially for a period of one year or till the regular appointment is made, whichever is earlier. Interested employees who are willing to join on deputation may apply through proper channel on the prescribed application form to be downloaded from the university website <a href="http://www.igu.ac.in">www.igu.ac.in</a> . However, such employee may send advance copy of application form to the University address as given below so as to reach well before the last date of the application on the address as given below so as to reach well before the last date of the application. The qualifications of each posts are annexed as Annexure-A.
2.	Executive Engineer	FPL-11	01 UR	
3.	Medical Officer (Male)	FPL-09	01 UR	
4.	Programmer	FPL-09	01 UR	
5.	Staff Nurse	FPL-06	01 UR	

**Note:-** In case no person found eligible for deputation or no one applies for the respective post on deputation, in that case the post will be filled up on contractual basis preferably with the retired employees on the term and condition to be decided on mutual consent.

The applications must reach to the office of Registrar, Indira Gandhi University, Meerpur, Rewari-122502 by 06.10.2025 upto 5:00 PM.

**REGISTRAR**

Sr. No.	Name of the Post	Qualifications
1.	Librarian	<p>i) A Master's Degree in Library Science /Information Science /documentation with at least 55% marks or its equivalent grade of B in the UGC seven points scale and consistently good academic record. Good academic record means that the candidate should have at least 50% marks separately in any two degrees or 55% average of any two degrees below graduation level (10<sup>th</sup>, 10+2, Bachelor degree).</p> <p>ii) At least thirteen years as a Deputy Librarian in the University library or eighteen years' experience as a College Librarian.</p> <p>iii) Evidence of innovative library service and organization of published work.</p> <p>iv) Ph.D. Degree in Library Science /Information Science /Documentation Science /Archives &amp; Manuscripts Keeping in accordance with University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations 2009 and their amendments from time to time.</p> <p>v) Knowledge of Hindi /Sanskrit up to Matric /10<sup>th</sup> standard.</p>
2.	Executive Engineer	<p>i) B.Tech/BE in Civil Engineering with at least 60% marks from a recognized university approved by AICTE.</p> <p>ii) 10 years' experience as SDO/Assistant Engineer in a UGC recognized University/Institutions/ Govt./Aided/ affiliated Colleges/ Public Sector Undertakings.</p> <p>iii) The candidates should have fair knowledge of working on Computers with Proficiency in MS Office.</p> <p>iv) Hindi/Sanskrit upto Matric standard.</p>
3.	Medical Officer	The candidates who are presently working on analogous post in State Universities and Health Department, Haryana on regular basis and interested to work on deputation may apply for the said post.
4.	Programmer	<p>i) B.E/B.Tech(CSE/IT) or MCA /M.Sc. (Computer Science/Software Engg./Information Technology) with at least 50% marks through regular mode.</p> <p>ii) Essential Experience: 2-years' experience as programmer in University System/Govt./Govt. aided Institution.</p> <p>iii) Hindi/Sanskrit upto Matric standard.</p>
5.	Staff Nurse	<p>i) B.Sc Nursing with 60% marks from the Govt. approved institution registered with Nursing Council.</p> <p>ii) Two years experience in a hospital recognized by State/Central Nursing Council.</p> <p>iii) Hindi/Sanskrit upto Matrix standard.</p>

# INDIRA GANDHI UNIVERSITY, MEERPUR, REWARI

## APPLICATION FORM FOR NON-TEACHING POST FOR DEPUTATION/CONTRACTUAL

Advertisement No. 04/2025

Application No. ....

(To be filled in by the office)

A signed passport  
size recent  
photograph of the  
candidate duly  
attested must be  
pasted here

1. a) Post applied for \_\_\_\_\_  
(Give the full and correct name of the post)
- b) Advertisement No. \_\_\_\_\_
2. a) Name in Full (in block letters) \_\_\_\_\_
- b) Father's Name \_\_\_\_\_
- c) Mother's Name \_\_\_\_\_
3. a) Present Postal Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
b) Mobile No. \_\_\_\_\_
- c) E-mail Address \_\_\_\_\_
4. Date of Birth \_\_\_\_\_
5. a) Do you belong to SC/BC/Ex-Serviceman/  
Physically Handicapped category? \_\_\_\_\_  
(If yes, attach a certificate from the competent authority)
- c) Male/Female \_\_\_\_\_
- d) Marital Status (Married/Unmarried) \_\_\_\_\_
6. a) Present employment, if any, with pay & grade \_\_\_\_\_
- b) Date of next increment \_\_\_\_\_
- c) Name of Employer \_\_\_\_\_
7. a) Have you ever been disqualified from  
undertaking University/department work or  
placed under suspension or FIR is registered  
(Say Yes or No) \_\_\_\_\_
- b) Is there any vigilance enquiry pending against  
you? (Say Yes or No) \_\_\_\_\_

8. Educational Qualifications (from Matriculation onwards)

Exam. Passed	Subject	Univ./ Board	Year of Passing	Class or Division	Max. Marks	Marks Obtained (Accurate)	% of Marks	Distinctions, if any
Matric								
Hr. Sec./ Pre-Univ./ Inter/10+2								
B.A./B.Sc./ B.Com.								
M.A./M.Sc./ M.Com.								
M.Phil.								
Ph.D (Date Of Regn. of Ph.D.)								
NET/SET/etc.								
Any other exam.								

Note:- Attested copies of certificates in support of qualifications be attached with this application.

9. Topic of Research in Ph.D. ....

.....  
.....

10. Field of Specialization.....

.....  
.....



## Research

Post Held	Name of the college/Institution	Research					Guiding Research				
		From	To	Total			From	To	Total		
				Yrs.	M	D			Yrs	M	D

### 13. \*List of Publication:-

Publication A.	Published B.	Single co-authorship C.	Inter-National Journals D.	National Journals E.	State Journals F.
1. a) Books b) Chapters					
2. Papers					
3. Abstracts					
4. Journals					
5. Patents					
6. Fabrications					

\*Attach a list of Publications in respect of each category mentioned above.

14. No. of Symposia/Conferences/Work-shops/Seminars/Committees attended.  
 National .....  
 International .....
15. Give particulars of Prize, Medal, and Merit won, distinctions, if any :-  
 i) .....  
 ii) .....  
 iii) .....  
 iv) .....  
 v) .....  
 vi) .....  
 vii) .....  
 viii) .....  
 ix) .....  
 x) .....
16. List of the certificates (attested copies) attached:-  
 i) .....  
 ii) .....  
 iii) .....  
 iv) .....  
 v) .....  
 vi) .....  
 vii) .....  
 viii) .....  
 ix) .....  
 x) .....

17. Additional information, if any (attach separate sheet, if required)

I certify that the foregoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed therein. There are no circumstances which may impair my fitness for employment in the I. G. University, Meerpur, Rewari.

Place .....

Date .....

.....  
(Signature of the candidate)



**CERTIFICATE FROM THE EMPLOYER, IF ANY .**

The application of Ms./Mrs./Shri/Dr. ...., who is  
at present working as ..... in the .....  
(Deptt./Orgnization) is recommended and forwarded for consideration for the post  
of .....to the Registrar, I.G. University, Meerpur, Rewari. In  
case, he/she is selected on deputation basis in the I.G. University, Meerpur, Rewari he/she  
will be relieved of his/her present position.

Place .....

Date .....

Signature of the Head  
of the office/organization  
(Seal of Office)



**MAHARSHI DAYANAND UNIVERSITY, ROHTAK**  
(A State University established under Haryana Act No. XXV of 1975)

NAAC ACCREDITED 'A+' GRADE

Email: dr.estb.nt@mdurohtak.ac.in

ESTABLISHMENT NON-TEACHING BRANCH

**Establishment Branch(Non -Teaching)**

Endst. No. EN-4/200(Vol.-VI)/2025/ 11276-77

Dated: 18/09/25

Copy of letter No. IGU/ENTS-III/2025/8130-8150 dated 05.09.2025 alongwith its enclosures received from Deputy Registrar, IGU, Meerpur, Rewari is forwarded to the following for information and necessary action:-

1. Librarian, Vivekananda Library, Maharshi Dayanand University, Rohtak with the request to display on the notice board.
2. ✓ Director, University Computer Centre, Maharshi Dayanand University, Rohtak with the request to display on the University website.

D.A. as above

*G. S. Sharma*  
18/9/25

*R. P. Singh*  
18/9/25  
Superintendent (Estt. NT)  
Per Registrar